

ADMINISTRATIVE - INTERNAL USE ONLY

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OTR NOTICE  
NO. 12-74

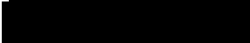
20 September 1973

SUBJECT: Curriculum Committee of the Office of Training

1. I am hereby reconstituting the former Curriculum Council as the Curriculum Committee of the Office of Training. It is to be regarded as the principal professional committee of OTR and will report to me through the Chief of the Plans and Development Staff. Membership on the committee is designated as follows:

 Chairman

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 Executive Secretary

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2. The objectives of the Curriculum Committee are:
  - a. To determine what the OTR curriculum should be.
  - b. To advise on how training resources should be organized and allocated.
  - c. To assure that on-going programs answer today's and future needs and are current substantively as well as in their use of teaching methods.
  - d. To examine ways and means of evaluating and validating OTR courses.
3. Under the above objectives, the Committee's tasks are as follows:
  - a. Review all OTR courses.
  - b. Determine the relevance of course content.
  - c. Identify who needs a given course.

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- d. Identify and eliminate unnecessary duplication of courses.
- e. Identify and suggest the development of needed new instruction.
- f. Determine the place of instruction; that is, should OTR put it on or should it be done elsewhere.
- g. Identify courses and programs--the goals of which would be achieved more efficiently through advanced educational technology.
- h. Assure timely exploitation in all schools of materials or techniques developed in one.



Alfonso Rodríguez  
Director of Training

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Distribution:  
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